

VOLUNTARY ANNEXATION INFORMATION SHEET

Please provide the following information to assist in the review of your request for annexation. Return it to the City Clerk’s Office, along with the petition for annexation. If you need assistance in completing this form, please call the Planning Department at (828) 323-7422.

PIN: _____

STREET ADDRESS: _____

FIRE DISTRICT: _____

CURRENT REAL AND
PERSONAL TAX: _____

CURRENT AVERAGE
CITY UTILITY CHARGES: _____

CURRENT PROPERTY USE: _____

REASON FOR REQUESTING ANNEXATION: _____

IF DEVELOPMENT OF PROPERTY IS PROPOSED, PLEASE DESCRIBE AND ESTIMATE VALUE OF LAND, BUILDINGS AND EQUIPMENT:

IF THERE IS A ZONING VESTED RIGHT ESTABLISHED FOR THIS PROPERTY, PLEASE DESCRIBE:

The following materials must be submitted for a voluntary annexation:

1. Completed annexation petition signed by all affected property owners which includes *a typewritten metes and bounds description of the property requested to be annexed.*
2. Completed annexation information sheet.
3. Two (2) 18" x 24" mylar plats suitable for recording accurately showing the property requested to be annexed, a control corner, a location/vicinity map and new city limit lines, and signed and sealed by a licensed surveyor. The plats shall contain the following three statements:

- (a) *State of North Carolina
County of Catawba*

I, _____ Review Officer of Catawba County, certify that the map or plat to which this certification is affixed meets all statutory requirements for recording.

Date _____
Review Officer

- (b) *The property on this plat was duly approved for annexation by the City Council of the City of Hickory on the _____ day of _____, 19____ and an ordinance duly adopted and certified and this map is hereby ordered to be recorded in accordance with NCGS 160A-29 by _____ Mayor, City of Hickory.*

City Clerk

- (c) *Filed for registration at _____ o'clock on the _____ day of _____, 19____ in the Office of Register of Deeds in Plat Book _____ Page _____ in Catawba County North Carolina.*

Register of Deeds

4. An 8½" x 11" location map showing the property requested to be annexed in relation to properties, streets and City Limits. This map may be obtained from the Catawba County Government Center, Tax Office, or Geographic Information System (GIS) Public Access Center.

SUBMITTED BY: _____

ADDRESS: _____

PHONE: _____

DATE: _____

NORTH CAROLINA §
§
CATAWBA COUNTY §

VOLUNTARY ANNEXATION PETITION

Date: _____

TO THE HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL OF THE CITY OF HICKORY.

- 1. We the undersigned owners of real property respectfully request that the area described in Paragraph 3 be annexed to the City of Hickory.
- 2. Is this area contiguous or noncontiguous to the City of Hickory?
____ Contiguous ____ Noncontiguous
- 3. The boundaries of such territory are as follows:

METES & BOUNDS LEGAL DESCRIPTION
That accurately corresponds with submitted mylar annexation plat

Name	Address
signature required	
print or type	
signature required	
print or type	
signature required	
print or type	
signature required	
print or type	
signature required	
print or type	

VOLUNTARY ANNEXATION CHECKLIST

APPLICANT: _____

NAME OF VOLUNTARY ANNEXATION: _____

GENERAL DESCRIPTION: _____

	<input type="checkbox"/> Contiguous	<input type="checkbox"/> Satellite	
Does the property meet all statutory standards?	Y	N	NA
Will the property use both city water and sewer?	Y	N	NA
If in Caldwell or Alexander Counties, has the Petitioner secured the support of the Board of Commissioners?	Y	N	NA
Has the Petitioner made arrangements for the costs of any utility extensions with the utilities department?	Y	N	NA
<i>(For satellite only)</i>			
Is the property in close proximity to the primary or satellite city limits?	Y	N	NA
Is the property accessible directly from a major transportation route or existing city streets?	Y	N	NA
Is the property readily identifiable to emergency services (a factory, subdivision, a shopping center, etc.)?	Y	N	NA
Is the property located closer to the primary corporate limits than any existing satellites along the route of access?	Y	N	NA
Can the annexation area be served without creating unusual burdens on city services (heavy traffic, higher than typical solid waste, fire, policy, street maintenance or utility costs)?	Y	N	NA
Is the use of the property consistent with the City’s development plan and ordinances?	Y	N	NA
If there is a vested right in effect for the property, is it consistent with the City’s development plan?	Y	N	NA
Has the property owner agreed to provide any easements, deeds, rights-of-way, improvements, or other agreements required by City plans, policies or ordinances?	Y	N	NA
Is a significant tax base involved?	Y	N	NA
Would this annexation affect future statutory annexation in a favorable or neutral way?	Y	N	NA

NAME OF VOLUNTARY ANNEXATION:_____

 Contiguous Satellite

PLANNING DIRECTOR'S RECOMMENDATION

_____ Annex effective _____ and make a part of Ward _____.

_____ Do not annex, but permit access to water and/or sewer.

_____ Do not annex and do not permit access to water and/or sewer.

ADDITIONAL EXPLANATION:

DATE

PLANNING DIRECTOR

CITY MANAGER'S RECOMMENDATION

_____ Annex effective _____ and make a part of Ward _____.

_____ Do not annex, but permit access to water and/or sewer.

_____ Do not annex and do not permit access to water and/or sewer.

ADDITIONAL EXPLANATION:

DATE

CITY MANAGER

COUNCIL ACTION

_____ Annexed by Ordinance approved _____ effective _____

_____ Not annexed, but permitted access to water and/or sewer by resolution on _____

Not annexed and denied access to water and/or sewer by resolution on _____

DATE

CITY CLERK

pc: Department Heads